

EYES ONLY

DDA 76-2857

8 June 1976

MEMORANDUM FOR: John F. Blake
Deputy Director for Administration

STATINTL

FROM : [REDACTED]
Executive Officer, DDA

SUBJECT : Supergrade Review

*Mr. Blake says
"stick with it"*
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STATINTL

1. I spent about 3 1/2 hours with [REDACTED] and [REDACTED] reviewing DDA supergrade positions. This was a first-cut tentative discussion. In the package provided by PMCD in which they presented their evaluations of grades, I highlighted the following as those which they must do further work on:

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a. SSA/DDA - They recommended reduction from GS-17 to GS-16.

b. Executive Officer, Logistics - They recommended downgrade from GS-17 to GS-16.

c. Assistant for Career Development, O/DDA - Recommended downgrade from GS-16 to GS-15.

d. Chief, Printing and Photography Division - Recommended retaining at the GS-16 level.

e. Special Assistant for Operations Training - Recommended downgrade from GS-16 to GS-15.

[REDACTED]

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Other concerns related to recommended reduction of DDA generalist positions, such as:

g. Chief, Administration and Training Division, Security - GS-16 to GS-15.

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h. Chief, Administrative Division, Commo - GS-16 to GS-15.

i. Administrative Officer, O/DCI - GS-16 to GS-15.

j. Chief, Support Branch, Services Staff - GS-16 to GS-15.

k. Administrative Officer, O/DDI - GS-16 to GS-15.

2. Another problem related to the number of changes they are recommending in downgrading OMS positions and some changes within the other Offices. I told them that I planned to make up a talley sheet of what they were authorized, what additions the Offices requested, and, based on that, go back to the Offices to comment on those changes suggested by PMCD. I would think OMS's and Commo's are particularly needed. *the office*

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3. Over the next several days, [REDACTED] will relook at their package and get some additional material and also focus on comments that I made relating to positions that are in question. We should be able to get together in about a week and prepare to do battle on behalf of the Directorate. I am sure they will be in touch with you to comment on SSA/DDA and the CMO job, as well as others.

4. Do you have any objections to proceeding as above?

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(S)

Distribution:

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EO/DDA/[REDACTED] 1m (8 June 76)

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